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|---|--|---|---------------------|---|----------------------|--------------------------------|--|
| AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT | | | 1. CONTRACT ID CODE | | PAGE OF PAGES 1 2 | | |
| 2. AMENDMENT/MODIFICATION NO. 0006 | | 3. EFFECTIVE DATE 21 Aug 2003 | | 4. REQUISITION/PURCHASE REQ. NO. W25PHS31710862 | | 5. PROJECT NO. (If applicable) | |
| 6. ISSUED BY CODE | | 7. ADMINISTERED BY (If other than Item 6) CODE | | See Block 6 | | | |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) USAED, Philadelphia Wanamaker Building, 100 Penn Square East Contracts Branch, Rm 643 Philadelphia, Pennsylvania 19107-3390 | | | | <div>(√) 9A. AMENDMENT OF SOLICITATION NO. DACA61-03-R-0009</div> <div>✕ 9B. DATED (SEE ITEM 11) 07 July 2003</div> <div>10A. MODIFICATION OF CONTRACTS/ORDER NO.</div> <div>10B. DATED (SEE ITEM 13)</div> | | | |
| CODE | | FACILITY CODE | | | | | |

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☒ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

DESIGN BUILD AIR FREIGHT TERMINAL, DOVER AIR FORCE BASE, DELAWARE - STEP ONE

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

| | |
|-----|---|
| (√) | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. |
| | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
| | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: |
| | D. OTHER (Specify type of modification and authority) |

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

THIS AMENDMENT DOES NOT EXTEND THE 24 Nov 2003, 12 noon EST PROPOSAL DUE DATE FOR STEP ONE.

(CONTINUED ON NEXT PAGE)

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

| | | | |
|---|------------------|--|------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print) | | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) | |
| 15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA BY (Signature of Contracting Officer) | 16C. DATE SIGNED |

SPECIFICATIONS (STEP 1):

- a. Please delete the caution to bidders sheet dated July 1, 2003 and substitute with revised caution to bidders sheet dated July 16, 2003.
- b. Section 00110: Please delete this section in its entirety and substitute with revised section (23 pages) annotated Amendment No. 0006 attached hereto.
- c. Section 00700- Contract Clauses: Please add FAR clauses 52.211-18, Variation in Estimated Quantity and 52.236-1, Performance of Work by the Contractor annotated Amendment No. 0006 attached hereto.
- d. Section 00805 – Please add page 00805-1 annotated Amendment No. 0006 attached hereto.
- e. Section 01010 – Paragraph 5. ATTACHMENTS –
 - 1. Please delete the Floor Plan Sketch in its entirety and substitute with revised floor plan sketch annotated Amendment No. 0006 attached hereto.
 - 2. Please delete the Air Cargo System Vendors attachment in its entirety.
- f. Please indicate receipt of this amendment on Standard Form 1442 (SOLICITATION, OFFER AND AWARD) as Amendment No. 0006. Failure to acknowledge the amendment may be cause for rejection of your proposal.

CAUTION TO BIDDERS

All information required by the terms of the Solicitation must be furnished. MISTAKES OR OMISSIONS CAN BE COSTLY. Important items for you to check are included in but not limited to those listed below. This checklist is furnished only to assist you in submitting a proper bid. Check as you read.

[] BONDING DOCUMENTS: Please refer to the document entitled "INSTRUCTIONS.pdf" posted on the Advertised Solicitations web page with this solicitation for important information concerning bonding documents.

[] Have you completed the "Representations and Certifications" {Section 00600} portion of the Solicitation? Is your Contractor Establishment Code listed on the Standard Form 1442?

[] Is your bid properly signed by an officer of your company?

[] Have you acknowledged all amendments? Have you submitted your bid on the latest amended bid schedule?

[] Is the name in which you submitted the bid the same on your bid as on the bid bond?

[] If required, have you entered a unit price for each bid item? {The solicitation will specifically state when this is necessary.}

[] The Government may reject a bid as nonresponsive if it is materially and mathematically unbalanced as to price for any bid item or combination of items. A bid is unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated for other work.

[] Are all erasures or corrections initialed by the person signing the bid?

[] Have you restricted your bid by altering the provisions of the solicitation?

[] If you are a large business and your bid is greater than \$500,000 for service or \$1,000,000.00 for construction have you included your Sub-Contracting Plan in your bid package?

[] Is the envelope containing your bid properly identified that it is a sealed bid and does it contain the correct solicitation number and bid opening time?

[] Will your bid arrive on time? See paragraph entitled "Late Submissions, Modifications, and Withdrawals of Bids" in the Instructions to Bidders {Section 00100} of the solicitation.

July 16, 2003

Section 00110

Step 1 Proposal Submission Requirements And Proposal Evaluation Process

1.0 PROPOSAL SUBMITTAL INSTRUCTIONS

1.1 General

a. *This is a "Best Value" (Offeror offering the Government the most advantageous combination of Cost/Price and all other factors listed below equal in importance) two-step solicitation for the design and construction of the Air Freight Terminal, Dover AFB, Delaware. The design and construction criteria will be provided in the Step 2 Request for Proposals. The design and construction criteria will rely upon industry standards, except where Government standards are mandatory such as when Government standards are more stringent than industry standards.* In response to this solicitation the offerors are required to submit Step 1 proposals in accordance with the instructions herein. It is the intent of this solicitation to seek proposals from the most highly qualified offerors with relevant design-build experience and "Satisfactory" performance ratings. Not more than five offerors will be selected to proceed to Step 2 - Technical/**Key Construction Subcontractor Relevant Experience and Past Performance** and **Cost/Price** Proposals. Proposals will be evaluated on their own merit based upon the evaluation factors, which are listed below in descending order of importance, **for each Step**. Step 1 proposal shall not include any cost/**price** information. Technical and cost/**price** proposals will be submitted as two separate documents in Step 2. Award will be made after Step 2 evaluations to the responsible offeror who represents the best value to the Government after evaluation of all proposals in accordance with the factors and sub-factors (Step 1 and Step 2).

1.2 Step 1 Evaluation Factors:

- (1) Prime Contractor Relevant Experience: *See paragraph 3.1 for details.*
- (2) Prime Contractor Past Performance: *See paragraph 3.2 for details.*
- (3) Project Key Personnel *[words deleted]*: *See paragraph 3.3 for details.*
- (4) Project Management Plan: *See paragraph 3.4 for details.*

1.3 Step 2 Technical/Key Construction Subcontractor Relevant Experience and Past Performance Evaluation Factors (Listed in descending order of importance. The overall Step 1 rating is equal in importance to the overall Step 2 rating and the combined overall (Step 1 and Step 2) rating is **equal in importance to** the cost/price):

(1) Design Drawings (site and building): *Details to follow in the Step 2 Request for Proposal (RFP).*

(2) Outline Specifications (indicate materials (to include finishes, fixtures, and equipment) and construction methods): *Details to follow in the Step 2 RFP.*

(3) Equipment Schedule (type, size/capacity, manufacturer, and model number): *Details to follow in the Step 2 RFP.*

(4) Design Calculation Methods and Selected Calculations (as detailed in the Step 2 RFP): *Details to follow in the Step 2 RFP.*

(5) *Key Construction Subcontractors Relevant Experience: Key construction subcontractor relevant experience shall be submitted using the attached Project Experience Form. The form should be reproduced for each project submitted. Additional lines may be added if required. If a project is currently under construction, annotate percent of completion on the form. Information provided on the Project Experience Form will be evaluated for this Factor and will also be used to support the evaluation of Key Construction Subcontractor Past Performance. Offerors are invited, but not required, to submit photographs of especially successful projects in conjunction with this requirement. Note: It is not necessary to submit more than one Project Experience Form for projects that are the same for two or more of the following categories:*

(a) *Automated/Mechanized Material Handling Systems (A/MMHS): Provide a list of your subcontractor(s) (manufacturer(s) and manufacturer's certified installer(s)) for the A/MMHS including all components such as the Elevating Transfer Vehicles (ETVs).*

The A/MMHS subcontractor(s) (manufacturer(s) and installer(s)) must have demonstrated experience during the past five years in the design, manufacture, software development, installation, and operation of at least two ETVs, to the satisfaction of the Source Selection Authority/Contracting Officer. Indicate if the prime offeror and each subcontractor have worked together on previous projects and provide up to three examples of such projects. Relevant experience shall be submitted using the Project Experience Form provided at the end of this section.

(b) *Roof Manufacturer: List your subcontractor/installer and manufacturer for the roof system. Provide up to three examples of roof installations within the past five years that are similar in type and magnitude to this project. Indicate if the prime offeror and the subcontractor/installer have worked together on previous projects. Use Project Experience Form.*

(c) *Pre-Engineered Metal Building Manufacturer and Installer: List your subcontractor/installer and manufacturer for the building system. Provide up to three examples of installations within the past five years that are similar in type and magnitude to this project. Indicate if the prime offeror and subcontractor have worked together on previous projects. Use Project Experience Form.*

(d) List your subcontractors for Civil/Site, Structural (other than Pre-Engineered Systems), Mechanical(it is mandatory that the contractor install TRANE air handlers and HVAC controls), Plumbing, Electrical(it is mandatory that the contractor install an Onan emergency genertor(s)), and Fire Protection (it is mandatory that the contractor install a Monaco transceiver and antenna). Include a description of each subcontractor's past experience. Indicate if the prime offeror and each subcontractor have worked together on previous projects and provide up to three examples of such projects. Use Project Experience Form. NOTE: FAILURE TO SUBMIT KEY CONSTRUCTION SUBCONTRACTOR PAST PERFORMANCE INFORMATION WILL ADVERSELY IMPACT THE STEP 2 RATING.

For construction work that will be performed in-house, rather than subcontracted out, provide statement(s) to that effect. See Section 00700, Paragraph 52.236-1, "Performance of Work By the Contractor": Prime contractor shall self-perform a minimum of 20% of the total contract amount less the design cost, general & administrative overhead, home office overhead, prime contractor's markup for profit, bonds, other indirect costs on self-performed or subcontracted work, "Owner-operated equipment" for operation by subcontractors, rental of plant or equipment for operation by subcontractors, and purchase of materials for installation by subcontractors. Self-performed work includes mobilization and utilization of owned or rented plant and equipment to be operated by the prime contractor's own employees, only those materials that will be purchased and installed by the prime's own employees, labor associated with those aforementioned materials and equipment, only those supplies to directly support work performed by the prime contractor's own employee, and the prime contractor's own job overhead costs.)

(6) Key Construction Subcontractor Past Performance: Information listed on the attached Past Performance Evaluation Questionnaire (References may elect to submit the required information using a substitute format) is required from owners of past and in-progress projects for the following construction subcontractors:

(a) A/MMHS Manufacturers and Installers

(b) Roof System Manufacturers and Installers

(c) Pre-Engineered Metal Building Manufacturers and Installers

NOTE: The offerors are advised that once Step 2 proposals are received, substitution of the proposed key construction subcontractors will not be permitted unless approved by the contracting officer.

b. The offeror is required to certify that all items submitted in the proposal comply with the RFP requirements and any differences, deviations or exceptions must be stated and explained. Offerors are required to complete the Compliance Statement provided below and submit it with their proposal. Even if there are no differences, deviations or exceptions, the offeror must submit the Compliance Statement and state that none exist.

Statement of Compliance:

This offeror hereby certifies that all items submitted in this proposal comply with the solicitation requirements. The criteria specified in Solicitation No. [Insert Solicitation Number] are binding contract criteria and in case of any conflict after award, between [Insert Solicitation Number] and the contractor's proposal, the solicitation criteria shall govern unless there is a written and signed agreement between the contractor and the Government waiving a specific requirement.

c. Requirements for Special Marking of Proposals. Offerors are advised that the evaluation and rating of the proposals are conducted in strict confidence and that evaluation personnel and consultants review and rate each proposal without knowledge of the name of the offeror. Accordingly, offeror's proposal identification **MUST NOT APPEAR** on any documents for evaluation. The Contracting Officer will assign proposal **identification (ID)** numbers prior to submission of proposals. To receive a proposal identification number contact the Philadelphia District Contracting Division at 215-656-6773. This number is to be used by each offeror to identify their proposal. The offerors name, address, signature, etc. as well as the assigned identification number, should only be inserted, as appropriate on transmittal letters, etc., required by this solicitation.

d. Who May Submit.

(1) Proposals may be submitted by firms formally organized as design/build entities, or by design firms and construction contractors that have associated specifically for this project. In the latter case, a single design firm or construction contractor may offer more than one proposal by entering into more than one such association. For the purpose of this solicitation, no distinction is made between formally organized design/build entities and project-specific design/build associations. Both are referred to as the design/build offeror, (or simply "offeror"), or the design/build contractor, (or simply "Contractor"), after award of a contract.

(2) Any legally organized offeror may submit a proposal, provided that the offeror, or offeror's subcontractor, has on its permanent staff professional architects and engineers registered in the appropriate technical disciplines and provided that the requirements specified in the solicitation are met. All designs must be accomplished under the direct supervision of appropriately licensed professionals.

1.2 Source Selection

The Source Selection Authority, using sound business judgment, will select the five most qualified offerors to this solicitation in accordance with the evaluation criteria (factors) for Step 1 and they will be the sole basis for determining which offerors are best qualified to submit an offer for Step 2.

1.3 Format

The Step 1 Proposal shall contain:

- a. Title Page, including the title of the solicitation, solicitation number, and date of submittal
- b. Table of Contents
- c. Compliance Statement
- d. Specific Information for Evaluation as described in paragraph 3, below.
- e. **Completed Standard Form (SF) 1442**
- f. **Completed Section 00600**

The proposals shall not include any cost/**price** information. The technical and cost/**price** proposals are Step 2.

1.4 Envelopes

Proposal submission envelopes and/or boxes shall be marked:

Date of Opening: _____

Time of Opening: _____

Proposal for: DACA61-03-R-000

1.5 Page Limits

The following page limits shall apply, which do not include title sheets, indices, tables of content, schedules, or cover sheets: **75** pages maximum, **also excluding past performance information/evaluation questionnaires or substitute correspondence from references. This page limit includes pages with illustrations/photos/sketches.**

A page printed on both sides will be counted as two pages. Pages containing text shall be submitted on 8-1/2 x 11 inch paper. Each page shall be minimally single spaced with a minimum of a 12-point font and one inch margins all around.

1.6 Submittal of Proposals

Offerors shall submit their proposals to the U. S. Army Corps of Engineers-Philadelphia District, ATTN: CENAP-CT-C, Wanamaker Building, 100 Penn Square East, Room #643, Philadelphia, PA 19107-3390, no later than the time and date specified on Standard Form 1442, Block 13.

2.0 EVALUATION PROCESS

2.1 Proposal Compliance Review

This review will assure that all required forms and certifications are complete. Offerors are advised that the evaluation and rating of all proposals will be conducted in strict confidence.

Step 1 Evaluation Factors: The evaluation process will be the evaluation of each offeror's relevant experience, past performance,

project key personnel, and project management plan. These factors are listed in descending order of importance.

Possible ratings for each factor are:

- a. Excellent - The proposal greatly exceeds solicitation requirements.
- b. Above Average - The proposal exceeds solicitation requirements.
- c. Average (Acceptable) - The proposal conforms completely to the solicitation requirements (this does not necessarily eliminate the need for discussion of the proposal's disadvantages).
- d. Below Average (Capable of Being Made Acceptable) - The proposal marginally meets the solicitation requirements. The proposal can reasonably be expected to be made acceptable by moderate revisions, amplification, or modification. If a proposal falls within this category, the documentation must specify in detail the areas in which the proposal is deficient.
- e. Noncompliance (Unacceptable) - The proposal could not reasonably be expected to become "acceptable" without major extensive changes and revisions. Unless the rationale clearly supports the determination of unacceptability, the determination will be "capable of being made acceptable".

2.2 Miscellaneous

The Government reserves the right to reject any or all proposals (Step 1 and Step 2) at any time prior to award, to negotiate with Step 2 offerors in the competitive range, and to award a contract to the Step 2 offeror with the most advantageous proposal, cost/price and other factors considered. Offerors are advised that it is the intent of the Government that an award will be made without discussions. However, the Government reserves the right to hold discussions if it determines that discussions are necessary. Therefore, proposals should be submitted on the most favorable terms that the offeror can submit. Offerors should NOT assume that they will be contacted or afforded an opportunity to clarify, discuss or revise their proposals. For Step 2, after technical/**key construction subcontractor relevant experience and past performance** and cost/price proposals have been evaluated, the trade-off process found in FAR 15.101-1 **may** be used by the Source Selection Authority (SSA) to make the award decision. This process permits tradeoffs among cost or price and no-cost factors that allow the Government to accept other than the lowest priced proposal if the perceived benefits merit the additional costs. It is the intent of the Government to award a contract to the offeror offering the most advantageous proposal to the Government considering that the Step 1 and Step 2 evaluation factors, when combined, are equal in importance to cost/price.

See paragraph 4.0 for details of the evaluation process.

3.0 Step 1 - PROPOSAL SUBMISSION REQUIREMENTS

3.1 Prime Contractor Relevant Experience

Prime's relevant experience shall be submitted using the attached Project Experience Form. The form should be reproduced for each project submitted. Additional lines may be added if required. If a project is currently under construction, annotate percent of completion on the form. Information provided on the Project Experience Form will be evaluated for this Factor and will also be used to support the evaluation of Prime's Past Performance. Offerors are invited, but not required, to submit photographs of especially successful projects in conjunction with this requirement.

The offeror shall demonstrate similar and relevant experience by the physical completion and client acceptance of at least 3, but not more than 6, similar and relevant projects completed within the past five years. ***Do not submit more than six projects (total of completed and in-progress projects).*** To be considered similar and relevant, these projects should demonstrate experience with new construction of cargo/freight handling facilities and in particular air cargo/freight. Proposals shall include at least the following:

- a) Project Name and Location
- b) Scope and Relevance
- c) Award Amount and Completion Amount
- d) Original and Final Contract Duration's and Completion Dates
- e) Performance Rating
- f) Project Owner and Point of Contact Information
- g) Role of Offeror in Project
- h) Amount and Extent of Subcontracting ***to include if there has been previous team experience between the offeror and any design subcontractors, and if so, provide examples, not more than three, of projects in the past five years.***
- i) Success in Commissioning the Project

[sentence deleted]

3.2 Prime Contractor Past Performance

Information listed on the attached Past Performance Evaluation Questionnaire is required from owners of past and in-progress projects. Use of the form is optional. References may elect to submit the required information using a substitute format (see next paragraph).

The offeror shall provide the performance evaluations on the same projects submitted under paragraph 3.1 above. The submitted projects shall have at least a "Satisfactory" performance rating. Submission of correspondence from project owners will suffice if performance evaluation forms are not available. For government agency projects, the offeror shall submit that agency's performance evaluation forms. The Government may contact the individuals identified by the offeror to confirm performance capabilities. The offeror must take whatever steps are necessary to ensure that the named individuals can be reached at the number indicated for a reference. The Government may use other information that is readily available to determine an offeror's past performance, such as CCASS or ACASS ratings. The requirement to submit information pertaining to this evaluation factor is a separate requirement from the Step 2 submission of pre-award survey information

with the **cost**/price proposal. Do not submit the Pre-Award Survey as part of your proposal.

Offeror Past Performance Information. At the end of this section is included the sample Past Performance Evaluation Questionnaire. **[sentence deleted]** The offeror shall identify the in-progress or completed projects to be used for reference and evaluation purposes. Provide a questionnaire to the Point of Contact for each project listed for completion. When completed, these forms **or a reference's substitute form** shall be mailed to the Philadelphia District Contract Specialist identified in the sample transmittal letter provided. Failure of a reference **to submit a verification or for a verification to** arrive at the Philadelphia District within the identified time period shall adversely affect the overall rating received. It is the contractor's responsibility to ensure that the reference documentation is provided. The Government WILL NOT make additional requests for past performance information or references. Copies of the evaluation form SHALL NOT be provided to the offeror from the reference. Completed projects from which questionnaires are received shall have been completed within five years of the date of the solicitation.

NOTE: FAILURE TO SUBMIT PAST PERFORMANCE INFORMATION WILL ADVERSELY IMPACT THE PAST PERFORMANCE RATING.

3.3 **Project Key Personnel**

Project Key Personnel. Provide the names, resumes, and levels of responsibility of the principal managers and technical personnel who will be directly responsible for the day-to-day design and construction activities. Include, as a minimum, the project manager; the engineers responsible for architectural, structural, mechanical, plumbing, electrical, fire protection, civil, and site electrical design; the quality control manager; the construction manager; the site superintendent. Indicate whether each individual has had significant part in any of the project examples cited. If reassignment of personnel is considered possible, provide the names and resumes of the alternative professionals in each assignment.

[paragraph deleted]

The offerors are advised that substitution of the proposed key personnel will not be permitted unless approved by the contracting officer.

3.4 **Project Management Plan**

The offeror shall provide a Project Management Plan. This is an overall plan showing how the offeror will control the job. The term "project management plan" is defined as a plan that includes the following sub-plans: Quality Control Plan, Contract Closeout Plan, and Small Business Utilization Plan.

(a) Quality Control Plan. The Quality Control Plan is part of the Project Management Plan. The alliance of the project site utility designer and the builder on a project such as this naturally removes

one commonly used method of quality control; that is, the usual reliance on the owner or the design consultant for monitoring site utility construction quality. Although the Government will provide an on-site representative during construction, offerors are expected to develop a formal program of monitoring to ensure a high level of construction quality. Offerors shall submit Quality Control Plans that respond to the minimum requirements of Technical Specifications Section 01451 (furnished with this RFP package) entitled "Contractor Quality Control Design/Build." The offeror's program shall have the following characteristics:

CONTRACTOR QUALITY CONTROL REQUIREMENTS

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| A clear identification of the personnel responsible for quality control and a clear policy establishing their authority. The quality control group shall be separate and apart from (not the same) the people that are doing the construction. This quality control group shall report to the Contractor's management at a level no lower than a vice president of the company. |
| A specific description of the tasks and functions of the quality control personnel. |
| A specific policy establishing schedules for the performance of quality control tasks. |
| A policy for reporting quality control findings to the Contracting Officer. |
| The names of testing laboratories to be used and the procedures for test data reporting. |
| A general plan for material storage and protection applicable to any site. |
| The plan for review, evaluation, and Offeror Quality Control of the design submittals prior to Government receipt. |

(b) Contract Closeout Plan. A Closeout Plan shall be furnished in a brief structured time scale schedule reflecting the planned activities during the final 90 days of the contract activity. Items to be included in the closeout plan are as follows:

CLOSEOUT PLAN

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| Testing of equipment and systems with schedules and reports. |
| Equipment instruction and training schedules. |
| O&M Manuals transfer. |
| As-built drawings transfer |
| Transfer procedures and schedules. |
| Pre-final inspection procedures and correction of deficiencies. |
| Warranty data submission and planned implementation. |
| Cleanup of administrative deficiencies. |
| Real Property Transfer Data (DD Form 1354) |
| Installed Equipment Data (Equipment-in-Place Listing) Move off site. |

(c) Small Business Utilization Plan

Important Note to Large Businesses: If you are a large business, do not include a Subcontracting Plan in your Proposal as your response to either of the following sub-factors. Also, do not simply provide a cross reference to the Subcontracting Plan, which is to be provided by large businesses as part of the Step 2 Price Proposal.

Participation of Small Business Concerns, Historically Black Colleges and Universities, and Minority Institutions (SBC/HBCU/MI) (Sub-factor (c) (1))

Note: All Offerors regardless of business size status are required to respond to this sub-factor.

Provide a narrative discussion that addresses the proposed participation of Small Businesses Concerns (SBCs) and Historically Black Colleges and Universities and Minority Institutions (HBCU/MIs) in the performance of work under the prospective contract.

The Extent of Small Disadvantaged Business (SDB) Participation under the Authorized NAICS Codes and Regions (Sub-factor (c) (2)):

IMPORTANT NOTES TO ALL OFFERORS PERTAINING TO SUB-FACTOR 6e(2):

--All Offerors, regardless of business size status, must respond to this Sub-factor.

-- See FAR 19.12 for further information pertaining to the requirement for this sub-factor.

--The Authorized NAICS Major Groups/Regions are available on the Internet at: <http://www.arnet.gov/References/sdbadjustments.htm>.

-- Large businesses can count the participation of any certified small disadvantaged business subcontractor towards their SDB subcontracting goals on their subcontracting plan. However, the evaluation credit under this sub-factor is limited by FAR 19.12 to SDB participation in performance of the contract under the Authorized NAICS Major Groups and Regions.

--An Offeror who is proposing the participation of SDB concerns in the performance of the contract (under the Authorized NAICS Codes and for construction, by SDB concerns located in the Authorized Regions) must provide a narrative discussion as described below in response to this Sub-factor.

--An Offeror who is not proposing the participation of SDB concerns in the performance of the contract (under the Authorized NAICS Codes and for construction, by SDB concerns located in the Authorized Regions) must specifically address the rationale for not utilizing such concerns in the performance of the contract. Offerors who present valid reasons for not proposing SDB participation under the Authorized NAICS Major Groups/Regions will not be disqualified from consideration for contract award based solely on the lack of proposed SDB participation under this sub-factor.

--In order to receive consideration for SDB participation in performance of the contract, when and where authorized (see FAR Subparts 19.12 and the above website URL), Offerors must provide, with their offers, targets, expressed as dollars and percentages of total contract value, in each of the applicable, authorized NAICS Major Groups and a total target for SDB participation by the contractor, including joint venture partners, and team members; a total target for SDB participation by subcontractors. An Offeror that is a certified SDB concern must also provide a target for work it intends to perform as the prime contractor. These targets will be incorporated into and will become a part of any resulting contract. Additionally, contractors with SDB participation targets will be required to report SDB participation during performance of the contract. (See the provision at FAR 52.219-24, Small Disadvantaged Business Participation Program Targets, located in Section 00600, and the clause at FAR52.219-25, Small Disadvantaged Business Participation Program-Disadvantaged Status and Reporting, located in Section 00700.)

-- The SDB concerns considered in the evaluation will be listed in the contract, and the contractor shall be required to notify the contracting officer of any substitutions of firms that are not SDB concerns.

-- If authorized elsewhere in the solicitation, monetary incentives may be authorized for exceeding SDB subcontracting targets. The incentive, if elsewhere authorized, shall be paid only if an SDB subcontracting target was exceeded as a result of actual subcontract awards to SDBs, and not as a result of developmental assistance credit under the Pilot Mentor-Protégé Program. (See the clause at 52.219-26, Small Disadvantaged Business Participation program-Incentive Contracting, located in Section 00700.)

4.0 EVALUATION OF STEP 1 PROPOSAL

The proposal criteria described below indicate how the government will evaluate each offeror's response to the requested information.

4.1 Prime Contractor Relevant Experience (Factor 1)

[four sentences deleted] Favorable consideration will be given to those proposals that demonstrate an extensive amount of experience with similar and relevant projects. Further favorable consideration will be given to offerors showing experience with installing material handling equipment for cargo/freight handling facilities. Highly favorable consideration will be given to offerors showing experience with air cargo/freight handling facilities and material handling equipment.

4.2 Prime Contractor Past Performance (Factor 2)

[three sentences deleted] Favorable consideration will be given for performance ratings that exceed a "Satisfactory" level of performance. Favorable consideration will also be given for projects rated higher than satisfactory in the Corps of Engineers' CCASS rating system.

4.3 Project Key Personnel (Factor 3)

[two paragraphs deleted]

[Sentence deleted] Favorable consideration will be given for key personnel with superior qualifications or who demonstrate extensive experience with similar and relevant design-build projects. To be considered similar and relevant, these projects should demonstrate experience with new construction of cargo handling facilities. Further favorable consideration shall be given to key design personnel showing experience with automated/mechanized material handling systems.

4.4 Project Management Plans (Factor 4)

[sentence deleted] All sub-plans shall be evaluated and are listed in descending order of importance.

The Quality Control Plan will be evaluated using the sub-factors (characteristics) described in paragraph 3.4(a) which are waited approximately equal. Favorable consideration will be given for quality control personnel who demonstrate extensive experience with similar and relevant design-build projects. Further favorable consideration will be given to quality control personnel showing experience with automated/mechanized material handling systems.

The Close Out Plan will be evaluated using the sub-factors (items) described in paragraph 3.4(b) which are waited approximately equal. Favorable consideration will be given to offerors demonstrating extensive experience with similar and relevant design-build projects. Further favorable consideration will be given to offerors demonstrating experience with automated/mechanized material handling systems.

The Small Business Utilization Plan will be evaluated using sub-factors as described **in paragraph 3.4(c) which** are weighted approximately equal:

(Sub-factor a): Participation of Small Business Concerns, Historically Black Colleges and Universities, and Minority Institutions (SBC/HBCU/MI)

Evaluation: Consideration will be given to the following:

--The extent to which proposed small business concerns (SBCs) and historically black colleges and universities and minority institutions (HBCU/MIs) are specifically identified by name by the Offeror;

--The extent of commitment by the Offeror to use the specifically identified firms, whether as a joint venture, teaming arrangement, or subcontractor;

--The complexity and variety of the work the identified firms are to perform.

--The evaluation will also include an assessment of proposal risk.

(Sub-factor b): Small Disadvantaged Business (SDB) Participation under the Authorized SIC Codes and Regions):

Evaluation: Consideration will be given to:

--The extent to which SDB concerns are specifically identified;

--The extent of commitment to use SDB concerns (for example, enforceable commitments are weighted more heavily than non-enforceable ones);

--The complexity and variety of the work SDB concerns are to perform;

--Past performance of Offerors in complying with subcontracting plan goals for SDB concerns and monetary targets for SDB participation; and

--The extent of participation of SDB concerns in terms of the value of the total acquisition.

--The evaluation will also include an assessment of proposal risk.

Project Name: Air Freight Terminal

Project No. FJXT043003
REQUEST FOR PROPOSAL
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Attachment 1: PROJECT EXPERIENCE

Prime Proposal ID Number _____
Key Construction Subcontractor Company Name (Step 2 ONLY) _____

Experience Provided for (check more than one box if applicable)

☐ **Offeror:** _____
☐ **Design Firm** _____
☐ **Key Construction Subcontractor** _____

Was the project design-build? ☐ Yes ☐ No

Was the project a firm-fixed-price contract (Y/N) If no, what type was it? _____

Name of Project/Location _____

General Scope of Project and Relevance to this project _____

Owner of the Project _____

(Note: If Government Contract, give Contract No. and Contracting Office)

Owner's P.O.C. to include Name, Address and Phone _____

(Note: If Government Contract, give name of Contracting Officer)

Role (**prime, joint venture**) and work your company self-performed on this contract, and number of years in this role _____

Construction Contract Completion Date _____

Construction Contract Value at Award _____

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Construction Contract Value at Completion_____

Extent and type of work you subcontracted out by percentage_____

Original Contract Duration_____

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Final Contract Duration_____

Customer Satisfaction: (Attach awards, letters of appreciation, or other honoraria if received)

Lost time accidents and Safety Rating_____

Success in Commissioning Electrical, Mechanical and LAN Systems_____

Overall Rating for Quality Control and Timeliness of Completion_____

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PERSONNEL

Name of Manager_____

Management Title on this project_____

No. of years: With this firm_____ With other firms_____

No. of years in this position or role_____

Specialization_____

Professional Registration (Type and State of Registration)_____

Your specific experience and qualifications relevant to this project.

Project Name: Air Freight Terminal

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(Use continuation sheets, if needed)

Attachment 2

**SAMPLE TRANSMITTAL LETTER
AND
PAST PERFROMANCE QUESTIONNAIRE**

Date: _____

To: _____

We have listed your firm as a reference for work we have performed for you as listed below. Our firm has submitted a proposal under a project advertised by the U.S. Army Corps of Engineers, Philadelphia District. In accordance with Federal Acquisition Regulations (FAR), an evaluation of our firm's past performance will be completed by the Corps of Engineers. Your candid response to the attached questionnaire will assist the evaluation team in this process.

We understand that you have a busy schedule and your participation in this evaluation is greatly appreciated. Please complete the enclosed questionnaire as thoroughly as possible. Space is provided for comments. Understand that while the responses to this questionnaire may be released to the offeror, FAR 15.306 (e)(4) prohibits the release of names of the persons providing the responses. Complete confidentiality will be maintained. Furthermore, a questionnaire has also been sent to _____ of your organization. Only one response from each office is required. If at all possible, we suggest that you individually answer the questionnaire and then coordinate your responses with that of _____, to forge a consensus on one overall response from your organization.

Please send, **by any form of overnight carrier only**, your complete questionnaire to the following address:

U.S. Army Engineer District, Philadelphia
ATTN: CENAP-C
The Wanamaker Building
100 Penn Square East
Philadelphia, PA 19107

[sentence deleted] If you have questions regarding the attached questionnaire, or require assistance, please contact Jennifer McGivern at 215 656 6773. Thank you for your assistance.

PAST PERFORMANCE EVALUATION QUESTIONNAIRE***Please no fax or e-mail. Use overnight carrier only.******Upon completion of this form, please send directly to the U.S. Army Corps of Engineers, Philadelphia District, ATTN: Jennifer L. McGivern, The Wanamaker Building, 100 Penn Square East, Philadelphia, PA, 19107-3390. Do not return this form to our offices. Thank you.*****1. Contractor/Name & Address (City and State) and Prime Offeror's Proposal ID Number**
_____**2. Type of Contract: Fixed Price _____ Cost Reimbursement _____**
Other (Specify) _____**3. Title of Project/Contract Number:**

_____**4. Description of Work: (Attach additional pages as necessary)****5. Complexity of Work: High _____ Mid _____ Routine _____****6. Location of Work: _____****7. Date of Award: _____****8. Status: Active _____ (provide percent complete)**
Complete _____ (provide completion date)**9. Name, address and telephone number of Contracting Officer's Technical Representative:****QUALITY OF PRODUCT/SERVICE:****10. Evaluate the contractor's performance in complying with contract requirements, quality achieved, and overall technical expertise demonstrated.**

| | |
|----------------------|--|
| Excellent | |
| Above Average | |
| Average | |
| Below Average | |
| | |

| | |
|---|--|
| Unsuccessful or Experienced Significant Problems | |
|---|--|

Remarks:

11. To what extent were the contractor's reports and documentation accurate, complete, and submitted in a timely manner?

| | |
|---|--|
| Excellent | |
| Above Average | |
| Average | |
| Below Average | |
| Unsuccessful or Experienced Significant Problems | |

Remarks:

12. To what extent was the contractor able to solve performance problems without extensive guidance from government/owner counterparts?

| | |
|---|--|
| Excellent | |
| Above Average | |
| Average | |
| Below Average | |
| Unsuccessful or Experienced Significant Problems | |

Remarks:

13. How well did the contractor manage and coordinate subcontractors, suppliers, and the labor force?

| | |
|---|--|
| Excellent | |
| Above Average | |
| Average | |
| Below Average | |
| Unsuccessful or Experienced Significant Problems | |

Remarks:

14. To what extent were the end users satisfied with:

| | Quality? | Cost? | Schedule? |
|--------------------------------|-----------------|--------------|------------------|
| Exceptionally Satisfied | | | |
| Highly Satisfied | | | |
| Satisfied | | | |
| Somewhat Dissatisfied | | | |
| Highly Dissatisfied | | | |

Remarks:

TIMELINESS OF PERFORMANCE:**16. To what extent did the contractor meet the schedule?**

| | |
|--|--|
| Completed Substantially Ahead of Schedule | |
| Completed on Schedule with no Time Delays | |

| | |
|--|--|
| Completed on Schedule with Minor Delays Under Extenuating Circumstances | |
| Experienced Significant Delays without Justification | |

Remarks:

OTHER REMARKS:

17. Use the space below to provide other information related to the contractor's performance. This may include the contractor's selection and management of subcontractors, flexibility in dealing with contract changes, their overall concern for the Government's/Owner's interest, project awards received.

52.211-18 -- Variation in Estimated Quantity (Apr 1984)

If the quantity of a unit-priced item in this contract is an estimated quantity and the actual quantity of the unit-priced item varies more than 15 percent above or below the estimated quantity, an equitable adjustment in the contract price shall be made upon demand of either party. The equitable adjustment shall be based upon any increase or decrease in costs due solely to the variation above 115 percent or below 85 percent of the estimated quantity. If the quantity variation is such as to cause an increase in the time necessary for completion, the Contractor may request, in writing, an extension of time, to be received by the Contracting Officer within 10 days from the beginning of the delay, or within such further period as may be granted by the Contracting Officer before the date of final settlement of the contract. Upon the receipt of a written request for an extension, the Contracting Officer shall ascertain the facts and make an adjustment for extending the completion date as, in the judgement of the Contracting Officer, is justified.

(End of Clause)

52.236-1 Performance of Work by the Contractor (Apr 1984)

The Contractor shall perform on the site, and with its own organization, work equivalent to at least 20% percent of the total amount of work to be performed under the contract. This percentage may be reduced by a supplemental agreement to this contract if, during performing the work, the Contractor requests a reduction and the Contracting Officer determines that the reduction would be to the advantage of the Government.

(End of Clause)

(End of Section)

SECTION 00805

CONTRACT ADMINISTRATION DATA

G.1 ACCOUNTING AND APPROPRIATION DATA:
TO BE FURNISHED AT TIME OF AWARD

G.2 CONTRACT ADMINISTRATION IS RETAINED BY THE CONTRACTING OFFICER:

US Army Engineer District, Philadelphia
ATTN: CENAP-CT-C (Jennifer McGivern)
Wanamaker Building, 100 Penn Square East
Philadelphia, Pennsylvania 19107-3390
(215) 656-6773

G.3 PAYMENT BY:

US Army Corps of Engineers Finance Center
5722 Integrity Drive
Millington, TN 38054-5005

G.4 BILLING ADDRESS:

Invoices shall be forwarded as follows:

THRU:

US Army Corps of Engineers, PHILADELPHIA
Dover Air Force Base Resident Office
Attn: Tom Lavender
Bdlg. 519, Atlantic Street
Dover Air Force Base, DE 19902-7232

TO:

US Army Corps of Engineers, PHILADELPHIA
ATTN: CENAP-EN-CM
WANAMAKER BUILDING, 100 PENN SQUARE EAST
PHILADELPHIA, PENNSYLVANIA 19107-3390

G.5 TECHNICAL INQUIRIES:

All technical inquiries should be directed to:
Pre-Award: Norm Hubler (215) 656-6693
Post-Award; Tom Lavender (302) 674-3667

